## ADMINISTRATIVE - INTERNAL USE ONLY

## Approved For Release 2003/06/10: CIA-RDP78-04782A000100040031-3

DD/S 64-0436

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24 JAN 2964

MEMORANDUM FOR: Director of Logistics

SUBJECT : Proposed Establishment of a Barber Shop

- 1. Subject to the conclusion of satisfactory arrangements with GSI it has been determined that a barber shop will be established in Room GD 69, Headquarters Building. It is desired that this be done without the use of Agency appropriated funds.
- 2. Please initiate a survey in detail to determine the methods by which we can accomplish the above objective and report your findings to me by 14 February 1964.

STATINTL

L. K. White
Deputy Director
for Support

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